

# WinSALTS

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**The Windows Version of the SALTS Program**

## WinSALTS Operator's Manual

### Volume VII – Military Postal Data

#### **SALTS CENTRAL**

Naval Inventory Control Point  
Code P-04E (SALTS)  
700 Robbins Avenue  
Philadelphia, PA 19111  
Phone: 215-697-1112  
DSN: 442-1112  
Email: help@salts.navy.mil

#### **Detachment Offices**

##### **Norfolk**

Phone: 757-836-3091  
DSN: 836-3091  
Email: norfolk@salts.navy.mil

##### **San Diego**

Phone: 619-532-4036  
DSN: 522-4036  
Email: sandiego@salts.navy.mil

##### **Pearl Harbor**

Phone: 808-473-7526  
DSN: 473-7526  
Email: pearl@salts.navy.mil

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## **MILITARY ORIGIN DESTINATION INFORMATION SYSTEM (MODIS)**

MODIS is a combination of two United States Postal Service (USPS) programs – the Origin Destination Information System (ODIS) and the Military International Dispatch and Accountability System (MIDAS). The ODIS program samples “live” mail and provides reports. MIDAS is a multi-purpose program that provides the date mail was dispatched, measures Air Carrier performance, and automates billing processes. MODIS combines the features of these two programs for military postal service activities (MPSA) into one program.

The MPSA scans mailbag barcode labels. The information is held in the scanner equipment until it is downloaded to a computer disk in file format. The MPSA then prepares the file for transmission via the WinSALTS program. Once uploaded to the SALTS host, the file is automatically forwarded to the USPS in Jamaica, NY. Dispatch reports are generated and returned to the MPSA to facilitate the tracking of inbound and outbound mail.

## **SCANNER COM SETTING**

You must first identify to WinSALTS which computer COM Port the postal scanner is attached to.

Start WinSALTS.

Select Data Services

Select Military Postal Service

Select Scanner COM Setting.



Select the appropriate COM Port for your postal scanner.

Click the OK button.



## DOWNLOAD SCANNER DATA

Once postal scanning is completed, the data must be downloaded out of the scanner to a computer file. The WinSALTS Download Scanner Data option is used for that purpose. Ensure the postal scanner is properly seated in its cradle, and all cabling connections between the cradle and computer are secure.

Select Data Services.

Select Military Postal Service.

Select Download Scanner Data.



When you see the “Waiting for Scanner Data...” prompt, on the Scanner’s Main Menu, arrow-down until you have highlighted **Option 2 – Send Data**. Press the scanner’s ENTER key. You will see the scanner count the number of records in its memory. Once done, the scanner should begin downloading the data to the computer’s hard drive into a new .MPS file in the \usps\scanner directory.



**Note: If there is a lot of data in the postal scanner, it may take awhile for the scanner to process its records before downloading begins. The WinSALTS program may “time-out” if it waits too long for the scanner data (approximately one-minute). If WinSALTS times out waiting for the scanner data, try the procedure again selecting “Send Data” on the scanner a few moments before selecting “Download Scanner Data” in WinSALTS.**

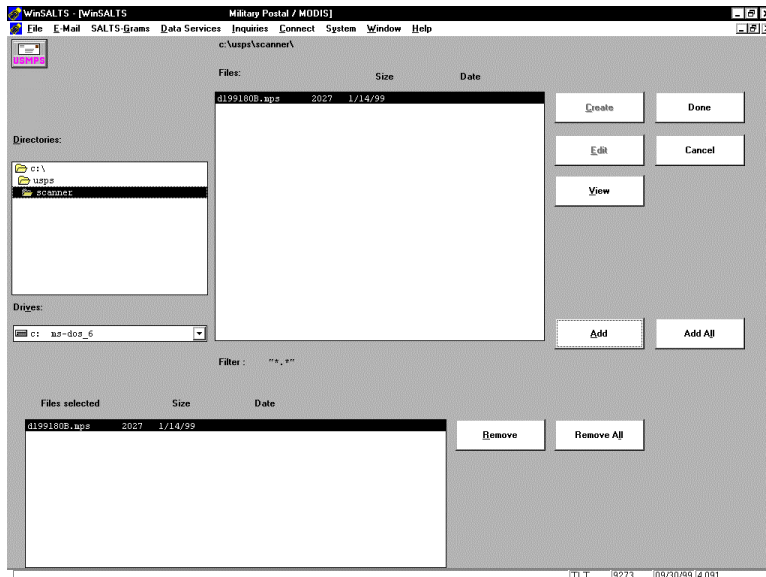
## PREPARING THE POSTAL FILE FOR WINSALTS TRANSMISSION

The Download Scanner Data process creates a new .MPS file in the **\usps\scanner** directory of your computer. This file needs to be prepared for transmission in WinSALTS.

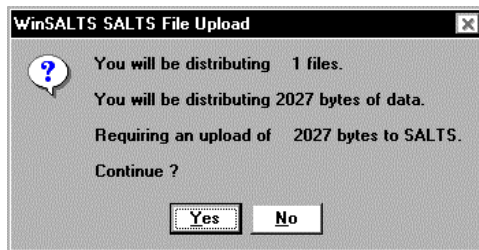
Select Data Services.  
Select Military Postal.  
Select MPS Files.



Select the appropriate drive and directory (usually **c:\usps\scanner**).  
Highlight the .MPS file to transmit.  
Click the Add button.  
Click the Done button when finished.



Click the Yes button to continue.



**NOTE: The MODIS data file is now ready for WinSALTS transmission. The prepared file will upload to SALTS CENTRAL during your next SALTS connection. Please see WinSALTS Operator's Manual, Volume 4, Connections and Processing Incoming Files, for details on WinSALTS transmissions.**

**(END OF WINSALTS OOPERATOR'S MANUAL, VOLUME VII)**